



City Council Activity Report October, November, December 2010

Councilors

Vaughn D. Spencer, President of Council

Francis Acosta, City Council District 1

Marcia Goodman-Hinnershitz, City Council District 2

Dennis Sterner, City Council District 3

Stratton Marmarou, City Council District 4

Donna Reed, City Council District 5

Jeffrey Waltman, City Council District 6

Topics under Discussion and Consideration

City Business

- **2011 General Fund & CDBG Budgets** - October and November were mainly dedicated to the refinement of the 2011 General Fund Budget and the CDBG Budget proposed by the Mayor. Council performed a line by line review of the proposed budget.
- **Act 47** - Council President, Council Vice-President and City Clerk attend bimonthly meetings with the Act 47 Coordinator and Administration to discuss and review the implementation of the Act 47 initiatives.
- **Main Street Board** – enacted an ordinance creating the Main Street Board. The appointment process for members of the board has started.
- **RAWA** – Council worked with the Administration to negotiate an addendum to the existing RAWA Lease Agreement that will provide the City with the financial support required by the Act 47 Recovery Plan and provide RAWA with direct control of their employees.
- **Housing and Economic Development Strategy** – received updates on the development of the Housing and Economic Development Strategies from consultant John Kromer.
- **Review Draft Financial Policies** – began to review draft financial policies prepared by PFM, Act 47 Coordinator.
- **Core Services** – began to explore and discuss the City's core services. Council would like the process to begin with a citizen survey which will define the needs of Reading residents.

- **Managing Director Appointment** – began to seek out viable candidates to fill the Managing Director position.

Legislation under Consideration

Ordinance - amending the City of Reading Zoning Ordinance codified as Chapter 27 of the City of Reading ordinances to correct typographical errors, adjust and clarify the zoning ordinance adopted July 2010 and to establish requirements for nonconforming use, permit auto repair and car washes as a permitted by right use in the manufacturing-commercial zoning district, to reduce the maximum square foot of a garage /carport in the R-1A zoning district to 600 square feet, to increase the maximum square footage of a garage/carport in a R-1 zoning district to 600 square feet, establish additional requirements for newly built or placed dwelling unit in R-1 zoning district, provide for a maximum percentage of land for parking in front yard in R-2 zoning district, amend hours of operation for a social club as well as establish minimum lot area, provide maximum number of children in a day care home with lot size of less than 2500 square feet, add Laundromats and personal service businesses by right in C-H zoning district, establish access requirements for multiple occupancy building, limit yard sales to four times per year per lot and two days, authorize council to make modifications of listed requirements through conditional use process, add requirements for operation of a day care, clarify measurements for fence and wall construction, limiting two access driveways, require minimum of five parking spaces for restaurants, taverns and nightclubs, and add definitions **(Law)** **A public hearing is planned for Wednesday, January 26th at 5 p.m. in Council Chambers.**

Legislation Adopted

In October

- **Bill No. 76-2010** – amending the City of Reading Codified Ordinances Chapter 15 Motor Vehicles and Traffic, Section 15-416 increasing the violation for various parking regulations as required by the Act 47 Recovery Plan (RE03 & PA02) **(Bus Analyst)** *Introduced at the September 13 regular meeting; Advertised 9-20-10; Amended and re-advertised 10-4-10*

- **Resolution** - Approving the Conditional Use application submitted by William Nunez, as amended, for three (3) rental units at 117 South 3rd Street, with conditions as expressed in the attached decision (**Council Staff/Law**)
- **Bill No. 56- 2010** - An ordinance of the City of Reading Codified Ordinances, Chapter 4, Part 1 Historical Districts by extending enforcement authority to Property Maintenance Inspectors and Supervisors and Zoning Enforcement Officers (**Council Staff**) *Introduced at the October 11 regular meeting*
- **Bill No 57-2010** - amending the 2010 City of Reading Full Time Position Ordinance by adding the position of Controller in the Department of Finance (**Business Analyst**) *Introduced at the October 11 regular meeting*
- **Bill No 60-2010** - amending the Code of Ordinances of the City of Reading, Berks County, Pennsylvania, Fee Schedule, Administrative Fees, Police Department, Division of Codes Fees – Vending Machine Fees (**Council Staff**) *Introduced at the October 11 regular meeting*
- **Bill No 61-2010** – Amending the 2010 Full Time Position Ordinance by adding three (3) Property Maintenance Aide positions in the Property Maintenance & Inspection Division, under the Police Department (**Business Analyst**) *Introduced at the October 11 regular meeting*

In November

- **Resolutions** – naming Berks County Earned Income Tax Collection Bureau (BEIT) as the City’s official Tax Collector (**Finance**)
- **Legislation** - adopting the City’s General Fund Budget, Capital Budget, CDBG Action Plan (Budget) and related tax and positions ordinances
- **Bill No 94-2010** - amending the City of Reading Codified Ordinances Chapter 10 Part 19 by creating a Vending Machine section which establishes a permit, permit fee, inspection, inspection fee and penalties for the operation of all vending machines in the City of Reading and providing for an appeal board and procedures, penalties as well as renumbering the sections as required, as attached in Exhibit A (**Law**) *Introduced at the November 8 regular meeting*

- **Bill No 95-2010** - recognizing the members of the Reading Main Street Program Board and authorizing the Board to carry out the goals & objectives of the Reading Main Street Program in accordance with the policies of the Department of Community and Economic Development of the Commonwealth of Pennsylvania **(Law/Community Development)** *Introduced at the November 8 regular meeting*
- **Bill No 96-2010** – ordering an investigation under the authority of the Home Rule Charter Section 216, regarding the use of sewer funds **(Council Members)** *Introduced at the November 8 regular meeting*
- **Bill No 97-2010** – amending the City of Reading Codified Ordinances Chapter 15 Motor Vehicles and Traffic, Section 15-416 increasing the violation for various parking regulations as required by the Act 47 Recovery Plan (RE03 & PA02) **(Law)** *Introduced at the November 8 regular meeting*

In December

- **Resolution** - authorizing the Mayor to execute a FFY2010 (36th CD year - January 1, 2010 - December 31, 2010) Action Plan Amendment to move \$54,500 in CDBG funding from the 2010 Street Lighting activity to the Renovation of the Third and Court Streets Fire Station activity **(Community Development)**
- **Resolution** – that the Reading School District is relieved and granted a waiver of/from the requirements of posting a bond or surety pursuant to Chapter 22 Subdivision and Land Development Ordinance Section 309 Performance / Maintenance Guarantees (§22-309) of the City of Reading Codified Ordinance for development of a Playground with an address of 412 Pansy Street, Reading, Berks County, Pennsylvania per the plan approved by the City of Reading Planning Commission on May 12, 2009
- **Bill No 103-2010** - amending Chapter 1 Administration and Government Part 5 Boards, Commissions, Committees and Councils Subpart G Planning Commission Section 1-571 Creation of Commission by reducing the number of members from seven (7) to five (5) **(Law)** *Introduced at the November 22 regular meeting*

- **Bill No 105-2010** - amending the City of Reading Codified Ordinances Chapter 11 Housing Section 11- 109 (7) – Failure to Appear for Inspection and the City of Reading Fee Schedule, by increasing the fees, as required by the Act 47 Recovery Plan (CE07) adopted June 11, 2010 (**Business Analyst**) *Introduced at the December 13 regular meeting*
- **Bill No 106-2010** - amending Codified Ordinances of the City of Reading, Chapter 6 Code Enforcement Part 2 Plumbing Code, Part 4 Electrical Code and Part 5 Mechanical Code to increase the reciprocity fees and exam fees provided for therein (**Law**) *Introduced at the December 13 regular meeting*
- **Bill No 107-2010** - changing the curb line along the east side of 10th Street between Spruce Street and Muhlenberg Street as particularly surveyed and described herein (**Reading School District**) *Introduced at the December 13 regular meeting*
- **Bill No 108-2010** – removing the appeal language from the Blighted Property Review Process (**Council Staff/Law**) *Introduced at the December 13 regular meeting*

Committee Discussion Topics

Finance Committee

- **2011 Budgets** - For the months of October and November the Finance Committee met as a Committee of the Whole in approximately 17 sessions to review and amend the budgets proposed by the Mayor. The Finance Committee and additional Council members performed a line item by line item review of the entire budget and made adjustments where needed.
- **Unpaid CD Loans** – worked with Administration to develop a strategy to collect these loans made in the 1980s and early 1990s.
- **Act 47** – reviewed progress on the Act 47 Recovery Plan initiatives.

Public Safety Committee

- **Vending Machine Program** –reviewed and recommended the enactment of a new program that will improve the City’s requirement to inspect all vending machines annually.
- **Outlet Buildings** –learned about the redevelopment initiatives for the old Outlet Buildings located on North 8th Street and North 9th Street
- **Fire Response Fee** – The Committee requested a report on the creation of a Fire Response Fee, an initiative in the Act 47 Recovery Plan.

- **Police Identification Unit** – discussed the Act 47 initiative to outsource this unit to the County DA's Office.
- **Moving Codes to CD Department** – discussed the transition plan for Codes and the need for improved productivity of this Division.
- **Housing and Zoning Backlog** – received an update on clearing this backlog.

Public Works Committee

- **Lease Agreements for City Parks & Facilities** – The Committee continues their review of the existing agreements and requested the creation of a template agreement that can be customized for the specifics of each organization.
- **Fleet Maintenance Services with Neighboring Municipalities** – The Committee learned that the Public Works Department will be offering fleet maintenance services to surrounding municipalities, as required by the Act 47 Recovery Plan.
- **Street Paving Schedule** – The Committee reviewed the street paving schedule, which will be completed by the end of October and were informed that the City currently employs a utility cut program.

Administrative Oversight Committee

- **Boards, Authorities & Commissions** – conducted 14 appointment and reappointment interviews and asked Council staff to amend boards, authorities and commissions ordinances to provide consistent removal procedures.

Hearings & Meetings Held

- Public Hearings on December 21 considering a conditional use permits for the conversion of 245 South 4th Street and 1051 Chestnut Street to two (2) unit rentals.
- Public Hearings on the General Fund Budget and Capital Fund Budget